

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 18th June 2015	Time:	7.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane	Miss M Cresser	
	Mr M Paterson-Borland	Mrs C Jackson-Doerge	
	Dr R Longton	Mr R Hannington	
	Mr B Neilson		
In attendance:	Cally Morris (Clerk)	Mr P Lawrence (Chairman)	
Apologies:	Mr J Sayer	Mrs A Gallagher	
Absent:	Miss L Morse		

1. To receive written requests for Disclosable Pecuniary Interest dispensations from members

There were no items upon the agenda that necessitated a member to present a written request for dispensation for a Disclosable Pecuniary Interest.

2. Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 21st May 2015, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

A letter to the residents of Woodlands Ave in relation to their request for the removal of the git bin has been draft and is awaiting distribution.

Safe & Sound Playground has been instructed to paint the multi play unit at the common recreation play area during the autumn.

The bench at Auclum Green has been relocated.

The parish handyman has been instructed to repaint and refurbish the parish owned noticeboards.

Highways have been requested to undertake the proposed remedial works to the footway through the Hatch once the leak repair works scheduled by Thames Water are completed.

4. To receive an update in relation to the potential transfer of ownership of Auclum Green

The draft lease, with a detailed report, has been received from the parish councils appointed Solicitor highlighting any concerns. WBC has answered the main queries, confirming the responsibility of the street light remaining with them. An underground survey is currently being undertaken which upon completion, the lease will be ready for signing by both parties.

5. Safer Communities

i) Parish Maintenance

No further items were identified for consideration.

ii) Policing & Anti-Social behaviour

Regular meetings are being held with the partially funded PCSO to ensure any areas of concern are being addressed. A request was presented for the PCSO to attend parish council meetings on a quarterly basis to update members.

6. Conservation & Management of Open Spaces within the Parish

i) Parish Recreation Grounds

a) Common Rec

Following a request by members to investigate further the potential in extending the car parking area within the common recreation ground and introducing an entry and exit system to alleviate the parking issues experienced on Recreation Road, a meeting was held with a specialist contractor to establish the potential number of parking spaces that could be achieved. Further site meetings have been scheduled to obtain quotations for the works. An application is to be submitted to WBC for the dropped kerb onto Recreation Road. A letter is also to be forwarded to the residents of Recreation Road to advise of the proposal and determine the level of support.

A clip on bin for installation on the side of the MUGA has been ordered.

Members gave consideration to the location of additional seating at the common recreation ground. 2 wheelchair access picnic benches are to be installed as soon as possible located near to the play areas. Proposed by Dr R Longton, seconded by Mrs C Jackson-Doerge and **resolved** unanimously.

A request was presented for a rubber stopper to be installed on the gate exiting the recreation ground.

Positive feedback has been received from local parishioners regarding the installation of the MUGA. The committee wished to minute their thanks to the clerk for the continued work in ensuring success of the project.

b) Hatch Rec

A request has been received from a local parishioner to install a Memorial Bench at the Hatch Recreation ground in memory of her mother who had lived locally all of her life. **Resolved** unanimously to grant permission.

An assessment of the health of the Christmas tree has been undertaken. Samples have been sent away for analysis to determine whether any specific disease is the issue. The supplier has suggested the tree remains in situ until the autumn when a further assessment is to be undertaken.

Correspondence has been received by Thames Water advising of a water leak along the hedge line to the Hatch recreation ground. For the leak to be repaired a 4 metre section of hedging is to be removed by Thames Water to enable full access to the pipework. A site meeting is to be scheduled with the engineer and landscaper to determine an alternative solution to ensure preservation of the hedging.

c) Old Rec

Prices and design ideas are currently being obtained for the requested improvements to the facilities at the skate park. Details will be provided for further consideration by members once sufficient alternative designs have been obtained.

Concerns have been raised in relation to the safety of the surfacing of the skate ramps. A professional opinion has been sought to determine any remedial works required. Proposed by Dr R Longton, seconded by Mr B Nielsen and **resolved** unanimously to instruct Safe & Sound Playgrounds as soon as possible to undertake the required works.

d) Wells Rec

No issues to report.

e) Auclum Green

The bench has been relocated nearer to the play area following liaison with the family.

Plans are being put in place for the maintenance of the site once the land transfer to the parish council has been completed.

ii) **Tree Report**

A report was presented to members highlighting the various tree works identified as requiring action throughout the current financial year. The immediate areas identified were those bordering roadsides or within public open spaces owned and managed by the parish council. A request is to be presented to the finance committee for £1,000 to be transferred from general reserves to cover additional expenditure expected for the proposed tree works within the current financial year.

A local resident raised concerns regarding a Lime tree bordering their property. Following inspection by the councils approved tree surgeon, members present **resolved** unanimously to include the required works to the Lime tree within financial year 2015/2016.

iv) **To deal with any administrative issues for the Allotments:**

i) Common allotments

A local resident requested that consideration be given to specific timings being applied for plot holders to light bonfires at both sites in the interest of local residents not being subjected to smoke inhalation and pollution during the daytime. A letter is to be forwarded to all allotment holders reminding them of the rules regarding bonfires and their impact on local residents. Members present **resolved** unanimously to not impose specific timings for bonfires due to not being able to police and manage as and when bonfires are being lit.

A request was presented for an additional water trough in the far corner of the allotment site. Unfortunately, significant alternation would be required to the pipework to install any further water troughs due to the existing pipes capacity.

ii) Hatch allotments

No issues to report.

7. **Parish Maintenance**

i) To receive a report highlighting maintenance carried out within the parish during the previous month

The Clerk provided a verbal report to members highlighting the maintenance that had been carried out within the parish during the previous month.

ii) To consider whether additional litter bins or benches are required within the parish

Members present gave consideration as to whether any further benches or litter bins were required within the parish.

Members present **resolved** unanimously to install a dog bin at the bottom of Ash Lane following a request.

iii) To determine whether an additional/alternative youth shelter is required on the Common Recreation ground

Liaison is to be held with the local schools to determine whether an alternative youth shelter to the existing green shelter is required on the common recreation ground. Design ideas are to be forwarded to the youth council at the Willink for their input.

8. **Parish owned Properties – Pavilion refurbishment project**

ii) To receive an update regarding the internal alterations/improvements at the pavilion

Members were advised the kitchen improvements at the pavilion had been completed. Thanks were expressed by members to Cranston & Hamblin for undertaking the works in accordance with the quotation provided.

ii) To give consideration to a trial use of the pavilion by Café B as a take-a-way booth during the summer holidays

Members gave consideration to the idea for Café B to trial a take-a-way booth from the Pavilion during the summer holidays for an 8 week period. A sample menu was provided to members with suggested opening times of Friday afternoon between 2pm and 5pm with an additional afternoon volunteers permitting. A full assessment of the success of the trial for both parties is to be undertaken early September. Proposed by Miss M Cresser, seconded by Mrs C Jackson-Doerge and **resolved** unanimously for the trial to go ahead.

9. Village Hall

i) To receive an update regarding the replacement boiler and PV Panels

The heating/air conditioning panels are due for installation week commencing Monday 29th June. Upon installation SSE will return to site for full connection of the solar panels. An application to the FIT bureau will then be submitted to enable payments to commence.

ii) To give consideration to the options presented for alternative seating at the village

hall

The item was deferred until the next scheduled committee meeting due to the village hall manager being absent.

iii) To present any specific questions to the village hall manager for further action

The item was deferred until the next scheduled committee meeting due to the village hall manager being absent.

Request for any incident be reported to the village hall immediately to ensure it can be dealt with as soon as possible. A sign is to be erected within the village hall reminding them of their obligations to report.

11. Matters for future discussion – Replacement of benches within play areas, access for maintenance of fence lines, Defibrillator training.

12. Items for information only – No further items were raised for consideration.

Meeting closed at 21.25pm